



Chief, Building Maintenance & Utilities Branch

Chief, Space, Maintenance & Facilities Division

Cinder Block Building--Alterations

1. On 10 July 1953, the Acting Deputy Director (Administration) approved the expenditure of \$3,175 to cover the cost of necessary alterations in the Cinder Block Building, [REDACTED]. This building will be used as an interim records center immediately upon completion of said alterations.

25X1A

2. It is requested that a work order in the amount of approximately \$3,175 be prepared and forwarded to the Public Buildings Service as expeditiously as possible. Attached is an itemized breakdown covering the work to be performed.

25X1A5a2

25X1A5a2

3. Mr. [REDACTED] will start the project today, 13 July 1953.

[REDACTED] 25X1A9a

Enclosure:  
Itemized List

GSO/JDK:rk

Distribution:

2 - Addressee

1 - chrono

1 - [REDACTED]

1 - Rec. Mgt. ✓

25X1A6a